

EMS Administrative Board Meeting  
May 18, 2018 @ 1:00pm  
Flathead Emergency Operations Center

**Members Present**

Wayne Miller, MD  
Mae Stubbs (KRMCMC)  
Amy Vanterpool (NVH)  
Mary Granger (Lakeside QRU)

**Others Present**

James Brower – FF/EMT, Smith Valley Fire  
Amy Beick – Chief Smith Valley Fire  
Craig Williams – Chief Evergreen Fire  
Linda Chambers – Chief Flight Nurse ALERT  
Liz Brooks – FC 911 Director  
Rick Sacca – FC Emergency Manager  
Lisa Swanson – FC EMS Manager  
Michael Nordmark – Bad Rock Fire  
Jon Campbell – Asst. Chief Kalispell Fire  
Rick Hagen – Chief Columbia Falls Fire  
Chris Yerkes – Chief South Kalispell Fire  
Chris Johnston – Asst. Chief South Kalispell Fire  
Russel Sappington – Chief West Valley Fire  
Juanita Nelson – OES Finance/Admin

**Call to Order**

Meeting was called to order by MILLER at 1300 Hrs.

**Approval of Agenda** –MILLER asked for a motion to approve the agenda.

MOTION to approve agenda; Moved by VANDERPOOL, 2<sup>nd</sup> by STUBBS, all approved.

**Approval of Minutes**

MOTION to approve Minutes March 13, 2017. Moved by VANTERPOOL , 2<sup>nd</sup> by GRANGER.

**Citizen Comments**

None

**Columbia Falls QRU**

MILLER recapped that Columbia Falls QRU is only responding to CPR in progress and any EMS call where Three Rivers is out of resources. MILLER reiterated that Three Rivers is a 501c3 not-for-profit company and “fully capable and qualified to accept taxpayer dollars for the services they provide”.

SACCA added that OES is asking the board for approval to continue paging Three Rivers for EMS calls in Columbia Falls district. He stated that FECC has been dispatching this way for the last 2 months, and the “test run” has been working. SACCA asked for board approval to continue operating in this way.

GRANGER made a MOTION that Columbia Falls QRU be only be dispatched when Three Rivers is out of resources or CPR is in progress. VANTERPOOL 2<sup>nd</sup>. MOTION Passed

### **Use of EMS Equipment**

SWANSON stated that it has come to her attention that in the past, various people from the community were allowed to check out EMS equipment, specifically the CPR manikins and AED trainer, for use outside the scope of Flathead County responders. These resources had been used by “for profit” companies to train CPR to members outside Flathead County and in some cases that would be working outside the State. It is the belief of the EMS Office that these resources were purchased with taxpayer dollars for the purpose of training responders that are Flathead County responders and that directly benefit the community they serve. Wear and tear on the equipment and availability are also concerns. SWANSON asked board to authorize limitations be set on who can check out the equipment and that it be preserved for Flathead County responders. VANTERPOOL made a MOTION, STUBBS 2<sup>nd</sup>, MOTION passed.

### **South Kalispell Run Card Concerns**

YERKES stated that since the CAD system changes occurred, there have been some changes with the way in which they respond to calls. YERKES believes that it is the Authority Having Jurisdiction (AHJ) has the authority to make the response plans for their jurisdiction. YERKES feels that this ability was lost when the new CAD system went into place and that he did not have a say in how his response plans were written. There was much discussion from the group regarding who has the authority to create the response plans for districts or agencies that are non-transporting agencies.

SACCA stated that much of the ways the response plans were written were done by former EMS Manager, Dick Sine. There has been some difference in interpretation of the state statute as far as who is the AHJ over transport plans when that jurisdiction only has a QRU. As it stands now, since South Kalispell Fire is a non-transporting QRU, SACCA said the response plans were made by Kalispell Fire Department, because they are the transporting agency.

CAMPBELL added that the City of Kalispell has no intention or desire in having any of the authority or supervision over South Kalispell. They are more that welcome to assist or send resources as needed but they are “not in the business of taking over someone else’s district or telling them what to do.” They would like their EMS response area to mirror their Fire response area, which follows the city limit boundary. The area outside of that should have response plans made by that department’s chief, the AHJ. He added that the current district is too large to be effective; it should be smaller so that more effective plans can be made.

SACCA said that the districts can be changed but it takes the chiefs from each department that is affected to come together and formulate a plan. Currently, the CAD mapping properties is not functional. FECC is working on fixing this, it is a programming issue and they are waiting for the vendor to fix this issue. Once this has been accomplished, we can make changes to the

districts and response plans. We are currently 2 weeks out from the projected time frame when these changes should be fixed.

GRANGER talked at length about how this is not the time to divide, and that the environment here has been contentious. Much of the past information that was given by the EMS Office, and the way in which the information was given was inaccurate and resulted in a system that some chiefs didn't want or that doesn't work. The AHJ should have the ability to make decisions about making their response plans. GRANGER would like to see the office seek to improve their public image. She reiterated that this is not the time to divide and that this does not look good in the public eye.

CHAMBERS stated that she is concerned that ALERT is not being dispatched the way they used to be. They have noticed that their call volume is down or that they are being dispatched late. BROOKS said that 911 is fully willing to dispatch whatever resources are needed, they are not there to put hurdles.

SACCA asked that any changes or requests in response plans be done in writing so that there is documentation. He wants to make sure that all changes and decisions are made with all parties being in agreement.

YERKES, and CAMPBELL will meet with SWANSON and SACCA to find solutions to the change in district and response plans for the South Kalispell area.

**EMS Manager Report** – SWANSON briefly reviewed the new way of pulling run numbers directly from the CAD. There were a few discrepancies this past month, and they will be looked into so that we can assure that the numbers are accurate. The funding for the units will be completed in early June once the monies have been released by the County. NELSON stated we will be able to come up with those amounts on June 1<sup>st</sup> and have the calculations done by the end of the day. SWANSON said that she will be meeting with BROWER to discuss the process and calculation table. GRANGER stated that the board will need to call a special meeting to approve the fund distribution. SWANSON stated that if there is a short turn around on the MOU's that she will hand deliver them, get them signed and returned ASAP so that there is no delay in payment. NELSON stated that if we have all the MOU's signed and returned by June 15<sup>th</sup>, payment can be made by June 22<sup>nd</sup>.

**Medical Director Report** – Dr. Briles was unable to attend the meeting.

### **Budget**

SACCA said that the budget has not yet been approved at the county level. But no surprises are expected.



Flathead County EMS  
625 Timberwolf Parkway  
Kalispell, MT 59901  
406-758-5558  
Lisa.Swanson@FlatheadOES.mt.gov

### **Comments**

GRANGER said that the board should draft a letter to be sent to Robert Kun, former board member, thanking him for his time and service on the EMS Board. SWANSON stated she will work with MILLER to make sure a letter will be sent.

SWANSON stated that the County Commissioners will be voting on May 10<sup>th</sup> to appoint a new member.

GRANGER asked that the board keep to the old rule of meetings being set the second Tuesday of the month. MILLER agreed that the meetings are to be held the second Tuesday of the month.

**Meeting Adjourned** 1536 Hrs  
Lisa Swanson, Recorder

**Next EMS Administrative Board Meeting**  
August 14th 2018 @ 1:00pm  
Flathead Emergency Operations Center